

Environment Advisory Committee

Minutes



Date: Wednesday 3 February 2016
Time: 7pm
Venue: Candlebark Room, Civic Centre, Greensborough
Chair: Cr Michael Young
Minute taker: Donna Stoddart, Environmental Planning Coordinator

Order of business

1. Attendance

Cr Michael Young, Cr Anika Van Hulsen, Brent Collett, David Nicholls, Janet Mattiske, John Huf, Robin Gardner.

Officers: Donna Stoddart, Environmental Planning Coordinator; Pat Vaughan, Manager Environmental Services; Stacey Warmuth, Environmental Works Coordinator; Tim O'Donnell, Land management Officer

2. Apologies

Joy Bell, Sarah Hunter

3. Conflict of interest

Nil

4. Confirmation of minutes of previous meeting

The minutes of the meeting held 7 October 2015 were confirmed as a true and accurate record of the meeting. Moved Janet, seconded David. Carried

	Details	Action
5. ESO Review	<p>A total of 184 submissions were received. Officers are still working through the submissions but it appears there is a mix of supporting and opposing submissions, with a small number of property owners seeking a review of the specific overlay proposed to apply to their property.</p> <p>The key matters raised in submissions are as follows:</p> <ul style="list-style-type: none">• Support for the amendment and its application to areas not previously covered by an ESO.• Requesting a review of the ESO schedule that is proposed to apply or	

	<p>extent of the area proposed to be protected.</p> <ul style="list-style-type: none"> • Supporting or questioning the strategic basis of the amendment and concern that the proposed new schedules introduce more restrictive requirements. • Ability to continue to clear vegetation in accordance with bushfire clearance provisions. • Ability to continue to keep horses, graze animals and farm land. • Fencing • Removal of ESO1 from Lot 1 Graysharps Road, Hurstbridge. • Imposition of planning scheme overlays on private land. • Effect on property values. • Use of Council rates. • Timeframe/period to make a submission. <p>All submissions that have sought a review of the ESO or extent of ESO proposed to apply to their property will be referred to ABZECO for further review and recommendation. Council will be briefed on submissions to the amendment in March/April with a report to a future Policy and Services meeting to follow.</p>	
<p>6. Urban Rabbits</p>	<p>Tim O'Donnell discussed action on rabbits and referred to the Victorian Rabbit Action Network.</p> <p>There was a proposed release of a K5 strain of Calicivirus in May this year, but this has been delayed as another European variety appears to have been released by unknown sources in Australia and to be having an impact. There have been anecdotal observations of this locally. If this can be confirmed it would be appropriate to follow up with poisoning and fumigation. If anyone finds a dead rabbit that does not have the normal signs of myxo, they should let Tim know and he will follow up with testing.</p> <p>As a result of the above situation, the release of the K5 strain may not happen until Autumn 2017.</p> <p>The federal government have produced a draft document entitled "Threat abatement plan for competition and land degradation by rabbits".</p> <p>It was noted that the Sporting Shooters Association is offering a service to control deer, foxes and rabbits in appropriate circumstances. Janet advised that Bend of Isles were looking at</p>	<p>Donna to provide email to Janet.</p>

	<p>pest mapping and queried whether Council was considering this. Donna will provide Janet with an email from Melbourne Water relevant to this.</p> <p>Stacey identified the need to get information about what is happening across the Shire. Environmental Works are doing a review of how rabbits are managed on Council's on reserves.</p> <p>John suggested that this issue should be pursued further by the Agricultural Advisory Committee. He also expressed concern about the use of Pindone. Tim confirmed that this was an issue and that Pindone should only be used under very controlled situations on larger properties, because of the potential for non-target impacts on wildlife and pets. It was observed that some groups are using bait stations in conjunction with motion sensitive cameras, so that the species being attracted could be monitored and action changed accordingly.</p>	
<p>7. Fire Prevention Notices</p>	<p>Brent expressed concern about the tone of the letter provided to people and felt that it would put people offside. Donna has spoken with staff from the area concerned and they are planning to review the letter.</p> <p>There was an understanding that the nature of the letter did have to meet legislative requirements, but Brent felt that a carefully worded cover letter might have better results in engaging people positively.</p>	
<p>8. Environmental Planning Updates</p>	<p>Donna advised three applications are to be submitted to the Stronger Communities Funding Round 2, relating to improving the energy efficiency of the Panton Hill Preschool, Eltham North Preschool and Maternal Child Health and Research Preschool.</p> <p>The Offsets Program is running, but there has been little activity at this stage.</p> <p>The Draft Eltham Integrated Water Management Plan has been received and is currently being reviewed by staff to determine the practicality and costing of the proposed projects.</p> <p>A report entitled Hurstbridge Wetland and Storage Basin Review has also been prepared and indicates that the wetland is functioning very well, substantially reducing contaminants, and providing valuable new habitat. Observations have been made around the need for proper maintenance and ongoing attentive management of the water reuse capacity.</p> <p>The Nillumbik Conservation Corridors program</p>	

	<p>will run out of funds in May, but grant funding will be sought to try to keep the program going at some level.</p>	
<p>9. Environmental Works Update</p>	<p>Stacey advised that there have been a lot of staff changes in Environmental Works including the secondment of Corinne Mays to Edendale for 6 months, Stacey taking on the Coordinator role, Warren Tomlinson backfilling for Tim Krasevac while he is on extended leave, Karen Borton on maternity leave, and a new start in Isabella Amouzandeh.</p> <p>The EW team has been successful on getting grants and will have four Green Army teams working with them over the next year or so. They will have two teams at a time. The members of the teams have experience in a range of environmental works, so will be very effective.</p> <p>Port Phillip and Westernport CMA provided \$21,000 for the Friends of Panton Hills Reserves to undertake works on the entrance to Bunjil Reserve and a range of other works linked to indigenous and cultural knowledge.</p> <p>\$20,000 has also been received from DELWP to cover monitoring and weed control linked to the Eltham Copper Butterfly reserves.</p>	
<p>10. ECB Update</p>	<p>Pat advised that a substantial response was provided by Council and by others associated with the Eltham Copper Butterfly (ECB) to the nomination process for the species to be listed as Endangered under the national Environment Protection and Biodiversity Conservation Act. There had been serious concern a few years ago when numbers declined significantly. This has been turned around in recent years through on ground works that provided habitat conditions experts believe are more suited to the butterfly.</p>	
<p>11. Other business</p>	<p>It was noted that there was increasing turbidity in the Diamond Creek at the Monash Bridge in Hurstbridge. Donna will follow up with Melbourne Water on this. David Nichols that there was tunnel erosion occurring at Dunmoochin that was contributing to the turbidity of the creek for a number of years.</p> <p>John raised issues around rubbish and erosion at Lenister farm.</p> <p>There was concern about dogs off leash on the Aqueduct Trail and whether it was possible for signage to be erected addressing this. It was also thought desirable to have dog poo bins at Allendale Road and Ingrams Road. Donna</p>	

	would follow up on this. There was also some discussion of Council not investing in fossil fuel companies.	
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12. Next meeting date and location

April 6 at 7pm Candlebark 1 and 2,

Environment Advisory Committee

Minutes



Date: Wednesday 6 April 2016
Time: 7pm
Venue: Candlebark Room, Civic Centre, Greensborough
Chair: Cr Anika Van Hulsen
Minute taker: Pat Vaughan, Exec. Officer Sustainability and Environment

Order of business

1. Attendance

Cr Anika Van Hulsen , Brent Collett, David Nicholls, Janet Mattiske, John Huf, Robin Gardner, Stephen Hadley

Officers: Pat Vaughan, Manager Environmental Services: Stacey Warmuth, Environmental Works Coordinator;

2. Apologies

Cr Michael Young, Joy Bell, Sarah Hunter, Donna Stoddart

3. Conflict of interest

Nil

4. Confirmation of minutes of previous meeting

The minutes of the meeting held 3 February 2016 were confirmed as a true and accurate record of the meeting. Moved Janet, seconded John. Carried

	Details	Action
5. Matters arising from the Minutes	Robin wanted to emphasize that he was seeking more feedback on the matter of Council not investing in banks that support fossil fuel companies. Pat advised that a briefing had been provided to Council addressing this matter and there had been a determination to proceed as is at this time, due to the additional costs and risks involved.	
6. ESO Review	Pat Vaughan updated the committee on the status of the ESO amendment C101. Council were briefed on submissions to the amendment on 5th April and there will be a Special Meeting of the Policy and Services on 13th April, when it is anticipated that Council will approve the amendment being referred to an independent	

	Details	Action
	<p>Panel.</p> <p>Robin generated a discussion about what happens if someone removes habitat prior to the controls coming in place. It was advised that only existing controls were applicable.</p> <p>In response to a query from John, Pat and Stephen advised that there was a spread of objectors but there was a concentration in some areas around Kangaroo Ground and Eltham. Most submitters were directly affected by the proposal.</p> <p>In response to the public consultation, where people raised concerns about the accuracy of the mapping or the appropriateness of a specific ESO to the property, this has been checked by experts and recommendations will be made to Council about how these should be dealt with.</p>	
<p>7. State Government Strategies and Reviews</p>	<p>The State government has released a number of strategies and reviews for public comment and the Committee was encouraged to respond to them. Council will be providing submissions on all these reports.</p> <p>a. Biodiversity Strategy</p> <p>Protecting Victoria's Environment - Biodiversity 2036 (Due date for comment - 5 May 2016) http://haveyoursay.delwp.vic.gov.au/biodiversity-plan</p> <p>This strategy addresses the protection of Victoria's biodiversity and has 5 themes as follow -</p> <ul style="list-style-type: none"> • A healthy environment for healthy Victorians • Linking our society and economy to the environment • Investing together to protect the environment • Better, smarter management of our environment; and • Biodiversity leadership across government. <p>Pat has been on the Reference Group for the development of this and the following work and said that indications were good that issues were being genuinely addressed, especially the concerns around funding of habitat protection and enhancement works by ParksVic and the community, active management of threatened species balanced with broader biodiversity management, climate change, and working with indigenous culture.</p>	

	Details	Action
	<p>John raised concerns about protection of Leadbeater's Possum and the need for a link to aboriginal culture. Anika emphasised that land management is about providing food for everything not just humans.</p> <p>Janet noted that IFFA had made a lot of comment about the strategy and this should be looked at to inform our submission. She also noted that a critical aspect was that children be educated about the environment and strategies to look after it..</p> <p>b. Flora and Fauna Guarantee Act Review</p> <p>This Review has been undertaken at the same time as the above Biodiversity Strategy, and is expected to be released for comment shortly.</p> <p>c. Native Vegetation Clearing Regulations Review</p> <p>(Due date for comment - 29 April, 2016) http://haveyoursay.delwp.vic.gov.au/native-vegetation-clearing-regulations</p> <p>The state Government has established native vegetation clearing regulations that set out the rules about whether native vegetation can be cleared for development or other land uses and, if it can be, the requirements that need to be followed. There have been difficulties with certain aspects of these regulations and the government has reviewed them to ensure that they sensibly protect sensitive native vegetation. The initial impression is that most concerns have been effectively addressed.</p> <p>d. Water for Victoria report</p> <p>(Due date for comment - 29 April, 2016) http://haveyoursay.delwp.vic.gov.au/water-for-victoria</p> <p>This was previously known as the Water Plan and it sets out the strategic direction for Victoria's water opportunities and challenges. There are nine themes covered by the discussion paper; climate change, waterway and catchment health, water for agriculture, resilient and liveable cities and towns, recognising and managing Aboriginal values, recognising recreational values, water entitlements and planning frameworks, realising the potential of the grid and markets, and jobs, economy and innovation.</p>	

	Details	Action
<p>8. Environmental Planning Updates</p>	<p>Pat advised that there has been a restructure within the organisation and that he was now the Executive of Officer of a unit entitled Sustainability and Environment which incorporated his role and the existing Environmental Planning team. All positions have been retained, but there have been changes to Pat and Donna Stoddart's roles. Environmental Health, which originally sat with Pat has been moved to the Planning unit. Julia Franco has returned from maternity leave. As a result Stephen Hadley has returned to DELWP.</p> <p>Pat and Romney Bishop attended the Northern Alliance for Greenhouse Action Conference which was held on 5 April. Among the highlights were a discussion of how to effectively monitor the effects of actions to address adaptation to climate change, and a presentation by the Resilient Melbourne group.</p> <p>The latter have produced a document called Resilient Melbourne, which recognises that climate change is a critical issue for the resilience of the City. Council has previously provided feedback on this report and identified that there was little reference to the ecosystem services provided by vegetation and habitats provided by councils on the fringe of Melbourne nor to the provision of local food from agriculture. It has also been emphasized that the threats from drought and bushfire have a disproportionate impact on the resilience of communities on the urban fringe.</p> <p>Tenders for the project to install solar panels at the Shire offices are currently under consideration and works should commence soon.</p> <p>The Draft Eltham Integrated Water Management Plan is still being reviewed by staff to determine the practicality and costing of the proposed projects.</p> <p>Funds are being sought from the State Government and other funding sources in an attempt to continue the Landcare Network Facilitator and the Conservation Corridors projects in one way or another.</p>	

	Details	Action
9. Environmental Works Update	<p>Stacey advised that after some disruption the Environmental Works is back to a full team. Warren Tomlinson's role has been extended and Tim Krasevac is back from leave.</p> <p>There will be a planting of food, fibre and medicine plants at the entry to Bunjil next Sunday . This is linked to linked to Reconciliation and has the participation of the Panton Hill Reserves Users Group.</p> <p>Applications are being prepared for Threatened Species Grants, that will be looking at the installation of nest boxes and developing plans for the identification of sites for threatened orchid releases.</p>	
10. Other business	<p>David advised that he and ten others had attended a Mapping Class lead by Colin Broughton and had found it very packed with information and that it opened up a lot of new concepts. He would like to attend again to consolidate his understanding.</p> <p>David observed that deer are worse than rabbits because they can cause a lot of damage quickly. This was agreed by John and the need for region wide action was identified. Janet advised that there had been deer shot at Sugarloaf and in the northern Kinglake area the previous Thursday and Friday. Janet also made reference to the Feralscan App which engages the community in the mapping of feral cats, observing that it would be good to use for other feral animals including deer.</p> <p>David observed that horse riders complaining about the proposed roadworks through Panton Hill had suggested that they be able to access Boomers Reserve if the barriers were erected along the main road.</p> <p>John requested advice on how long the Advisory Committee had been running and how long different members had been involved. Pat would investigate.</p>	

The meeting closed at 8.40pm.

11. Next meeting date and location

June 1 at 7pm Candlebark 1 and 2,

Eltham MAC Development Forum – Minutes

Meeting 6.30pm Monday 15 February 2016, Edendale Farm, Eltham

Councillors: Cr. Michael Young (Chair), Cr. Hattam

Members: John Dumaresq, Cheryl Meikle, Michael Maloney, Carlotta Quinlan, Simon Keane, Adrian Leenaerts

Council officers: Chad Griffiths, Paul Fyffe

Apologies: Cr. Coleman, Diane Bullen, Ransce Salan

1. The Eltham MAC Forum in 2016

Meeting Schedule

Cr Young suggested a potential change of the regular meeting night from the third Monday of the month to the first. Officers advised that, under this suggestion, the date for the remaining Forum meetings in 2016 would be:

- 4th April
- 6 June
- 1 August
- 19 Sept*
- 5th December

**Whilst a meeting would normally be held in October, in this instance it has to be brought forward to 19 September due to a requirement that there be no advisory group meetings in Council's caretaker period.*

While there appeared to be considerable support for the revised meeting schedule, detailed above, it was unclear whether some members may, or may not, have conflicting commitments. It was therefore decided that officers would verify by email members' availability to meet the revised schedule.

One member expressed frustration at the cancellation of a number of Forum meetings in 2015, particularly the 2015 Christmas meeting. Officers explained that the December meeting had to be cancelled due to a booking issue.

Membership

Cr Young introduced the topic by advising that a replacement will need to be selected to replace Diana Granger (community business representative), who is no longer working or living in the Shire and who has resigned from the Forum. Cr Young commented that Fi Sievers is the new president of the Eltham Chamber of Commerce and Industry and is keen to be a member of the Forum.

On hearing this, there was a consensus in the Forum:

- To invite Fee Sievers on an interim basis to Forum meetings with a view that Fee may nominate to be selected as one of the Forum's community business representatives.
- That Council officers will verify the process for filling the current vacancy for a community business representative.

Cr Young then asked community and business members present at the meeting to indicate whether they are still keen to be members of the committee. Everyone indicated that they wish to continue as members of the Forum.

Work Program

Cr Young expressed his desire that the Forum should focus much of its effort in 2016 on progressing the Eltham Activity Centre Precincts 3 and 4 Redevelopment Project (Precincts 3 and 4 Project), particularly by way of reviewing plans and proposals completed by consultants for the project. The question was put to Council officers whether a consultant could present some indicative plans to the Forum's next meeting regarding potential use and development at one or more of the key sites in Precincts 3 and 4. Officers verified that this could happen and that they would set the topic as the key agenda item for the next meeting.

There was then general discussion about major issues and considerations in progressing the Precincts 3 and 4 Project, with the following key points being made:

- Considerable work has already been completed for the project, which future work should build on. For example, Council has already adopted a vision and principles (including design principles) to guide the project's key outputs.
- There is the potential for public/private partnerships to assist with development of the key Council owned sites, such as the site of the former Eltham Shire Offices.
- Development and use of the former Eltham Shire Offices should allow the possibility for multiple uses to co-exist and examples of potential uses under this scenario could be a hotel, conference centre, art storage, council 'shop front', youth services centre and an art gallery.
- To provide more flexibility and prosperity in future use of the former Eltham Shire Offices site, it may be prudent to have a transition between different uses over time at the site. Potentially, the site could have an interim first use for 10 to 20 years then transition to another use at a later stage.
- The project should only consider uses at the former Eltham Shire Offices site which can be seriously entertained on the site, including from a financial perspective.
- The bicycle path network should be improved, particularly to provide proper linkages to the wider path network and key destinations.
- Retail is continuing to struggle in Precincts 3 and 4. For example, the site of the former Priceline store remains empty.
- As supported by the adopted vision and principles for the Precincts 3 and 4 Project, the project should bind the two precincts together through civic improvements and should also better connect Precincts 3 and 4 to the rest of the commercial centre located on the east side of Main Road.

The group expressed its general agreement with the idea of devoting much of the Forum's time and effort in 2016 to progressing the Eltham Precincts 3 and 4 Project. Notwithstanding this, certain community members commented that, in addition, they would like to see the group work on and assist with other topics and issues, such as

improving walkability and traffic flow at some trouble spots within Precinct 1 (Commercial Core). Officers advised that this request could be met.

2. Development outcomes within the Eltham Activity Centre – discussion of a recent Council report

Chad and Paul provided an overview of an officer report, which was presented to Council's Policy and Services Committee in October 2015, on development outcomes within the Eltham Activity Centre.

As outlined by officers to the Forum, the October 2015 report explained that, whilst the Eltham Town Centre now has planning provisions to support good development in support of the Eltham Major Activity Centre Structure Plan, there are a number of measures which can be taken by Council to significantly assist the provisions to achieve good development outcomes, including:

- Greater advocacy for reform to the Victorian Government on planning matters and activity centre policy
- Increased emphasis on the value of pre-application advice given to applicants interested in developing activity centre land.

On this matter, the Council report suggests that Council produce a pattern book, which would show clear and complete examples of good development outcomes and which would be used during pre-application negotiations to assist applicants to appreciate the preferred development outcomes.

- That Council consider, when selling its surplus land holdings, to do so with a development permit already issued, or with the permit issued and the development already constructed. This is in contrast to the more usual practice of selling the land to private parties for design and development in accordance with activity centre planning provisions.

On considering the content of the report, as outlined above, the Forum stated strong support for idea of a pattern book being produced for use in pre-application negotiations. Further, Councillor Young asked that Ransce Salan (General Manager Environment and Planning Services) and Jeremy Livingston (Manger Planning Services) be advised of the Forum's support for the production and use of the pattern book.

The Forum also made suggestions about possible actions to improve car parking in the Eltham Activity Centre, including:

- A plan which better co-ordinates the supply of parking in the activity centre, including with regards to financial contributions.
- Additional opportunities for park and ride in Eltham North.

3. Community Intelligence: Projects and news from Forum members

The Forum was advised of the following two upcoming events:

- a) Cr. Young advised that the Eltham Food and Wine Jazz Festival is to be held on the 27th and 28th of February 2016.

- b) Carlota advised that the Eltham Gateway Action Group Annual General Meeting will be held at 7.30 pm on 7 March 2016 at the Eltham Courthouse, Main Road, Eltham. It was confirmed that Chad will be a guest speaker at this meeting.

As a separate matter, the Forum was advised that Council has been allocated a grant for \$2.5 million for redevelopment of the Eltham Community and Reception Centre, which will allow greater renovation of the centre than earlier forecast.

4. Other Business

Pedestrian Crossings in the Eltham Town Centre

Simon stated he is concerned about the safety of the pedestrian crossing on Arthur Street which is located between the Corner Cafe and the Coles Supermarket Complex. He explained that traffic turning off Main Road into Arthur Street, or moving downhill from the Coles Supermarket carpark sometimes does not recognise or see the pedestrian crossing and there have been a number of near misses for pedestrians. Simon added that there is a lot happening along this section of Arthur Street, which makes it hard for motorists to pay due attention to the pedestrian crossing.

Simon's concern regarding this issue was supported by other members. Michael Maloney added that a similar problem exists at the pedestrian crossing further up-hill on Arthur Street and at the crossing on Pryor Street.

The Forum discussed whether the issue could be addressed by increasing the visibility of the crossings by raising their walking zone slightly above the road level. It was decided that officers would discuss the matter with Council's Infrastructure Development Unit and report back to the Forum.

Local Accommodation

Cr. Hattam commented that there appeared to be a shortage of accommodation in Eltham and suggested that interested business people might want to consider opening accommodation.

Eltham Childcare Centre

John Dumaresq advised that the Eltham Childcare Centre has completed and opened a significant extension.

Parking at Brougham Street

Michael Maloney commented that there are parking problems in Brougham Street, particularly on the weekend, which are being caused by patrons of a restaurant in the street parking in the adjacent residential area.

Paul is to investigate this matter and report back.

Next Meeting:

Monday 4 April 2016, 6.30-8.30pm at the Mummery Education Building, Edendale.

Minutes

Date: Wednesday 24 February 2016
Time 7.30 – 9.30pm
Venue: Panton Hill Living and Learning, 18 Bishops Road, Panton Hill
Chair: Cr Anika Van Hulsen
Minute taker: Stacey Warmuth, Environmental Works Coordinator

Order of business

1. Attendance and apologies

Attendees: Cr Anika Van Hulsen, Lydia Heap, Richard Tonkin, Cathy Giles, Susy Penrose, , Rex Niven, Stacey Warmuth, & Brad Tadday

Apologies: Cr Ken King, Maggie Broom

2. Conflict of interest

No conflicts of interest.

3. Confirmation of minutes of previous meeting

That the minutes of the meeting held on 16 December 2015 confirmed as a true and accurate record of the meeting.

Moved: Lydia Heap

Seconded: Susy Penrose

4. Renewal of terms of reference for User Group

- Remove e-newsletter from terms of reference but keep as an intention. (Delete from who will receive)
 - Newsletter twice yearly.
 - Use minutes of meeting to form the basis of a community newsletter
 - Photos of events and projects coming up.
 - Summary of meeting minutes – things that have happened.
 - Standard headings
 - Calendar.
 - Add 'for Council to inform the User Group about issues and actions surrounding the reserves for dispersal in the community. To
- Action: Stacey to update the terms of reference

the objectives’.

- Add clause to allow another person (from the same group) to stand in for someone when they are absent.
- Add a clause to allow the group to invite people to attend meetings to provide input on particular topics or projects.
- Add Interpretation and communications plan as a reference
- Change council contact to: Environmental Works Coordinator and Senior Environmental Works Officer
- Change review date to: February 2018

5. Works Updates

- Works over the summer mainly Fire Preparation (mowing grass, slashing fire breaks, etc.)
- Not a lot of weed control, some blackberry control and hand weeding of weedy grasses around biodiversity hotspots.
- Wurundjeri Council’s Narrap (land management) team started works removing woody weeds in the gully at Bishops Rd last Friday 19th February. PPWCMA Community Grant Project
- Process initiated for removal of old rubbish piles in Bunjil Reserve near Bishops Rd after notification from a resident concerned about old air conditioner cylinders. Fauna values of rubbish were investigated and proved minimal. Logistics of removal determined so as to minimise impact. Identification of heritage artefacts to be determined.
- Cam Beardsall identified locations within Bunjil and Yanggai which have good potential habitat for dunnarts. Tiles will be installed in identified sites for habitat and monitoring. Tiles to be delivered to Bunjil during rubbish removal process for Green Army to install.

Action: Brad to obtain heritage identification of artefacts

Action: Brad to purchase tiles and organise for delivery.

6. Interpretive Signage Project

- Stacey to send out request for quotation.
- Received six quotes from consultants. After review from a Council interpretation panel we independently and unanimously picked Look Ear as the best.
- Stacey to provide updated project proposal from Look Ear once they provide it.

Action: Stacey to email request to quote to group

Action: Stacey to provide updated project proposal

- Council met with Look Ear today (24 Feb). We will be developing a contract shortly. Brad will take them around the reserves and provide background information which they can use so they come to the community consultation informed.
- Consultants should come to heritage walk – Sunday 20th of March.
- Planning workshop 21st of March – suggestion that we do it after school holidays in April.
- Planning to be finished six months from now (August 2016)

Brad: Change date of planning workshop to after school holidays

7. Friends Group PPWCMA Grant. Food fibre and medicine: Restoring cultural practices in Bunjil Reserve

- The project working group met with Wurundjeri Council elders on 9th February. They are really interested in the project and would like to visit the site and have a tour of the signs.
- Next steps to determine project time line, set up purchase orders for Acacia and Narrap team and confirm the list of plants.
- Wurundjeri also contracted to gather information on the cultural uses of the plants for food, fibre and medicine.
- Acacia and Narrap have started removing woody weeds along the gully. Cut woody weeds will be piled along trail for removal by community at a working bee. Material will be stockpiled strategically for chipping.
- The Narrap team will attend working bee and will combine some indigenous cultural activities with work. Uncle Dave Wandin will do a welcome to country, smoking ceremony and talk about the traditional uses of plants. Looking at ideas to value add to the working bee such as creating a traditional shelter with the material we're pulling out. Date will be 10th of April.
- Reconciliation event (late May/early June). Planning on working with Nillumbik Reconciliation Group to pool resources. Potential to get primary school involved with the puppet show.

Action: Stacey to circulate grant application

8. Projects & Activities Plan for 2016

- See item 7.
- Heritage Walk 20th March – need to promote the Heritage walk – promote through Fringe Focus, and on noticeboards.
- Investigate recording audio of Robert's presentation on the walk for potential use by Look Ear. Audio may need to be redone

Action: Brad promote heritage walk

Action: Brad organise community bus

however it would be valuable to capture words. Can go with photos. Need to give him a mike. Brad to contact Robert and to organise promotion. Potential to use community bus.

Action: Brad organise recording device.

- April 10th Working Bee (don't use working bee in title – use friends group and Wurundjeri logos). Talk Work Talk (draw in people to come back) Have some plants to show. Potential to create an indigenous shelter with weeds. Potential to use some of the weeds for terracing. Interspersed talks. Group doesn't think we should Pittosporum for building a hut – mixed message. Need to plan well and keep it simple. Need to develop a plan for the site and determine where everything goes. Promote emphasising the need for strong people and a gritty attitude.
- April Interpretation Consultation 17th April
- Reconciliation event – provide indigenous food – 29th of May or 5th of June
- 2nd Working bee dependent on what happens with the Food Fibre and Medicine project (July/August)
- Project opportunity to try out working bee and community engagement
- Supplementing planting with school and Green Army planting. Let scouts know about planting so they might come along for their badges.
- Lydia orchid walk in spring (late September)

Action: Brad to complete Projects and Activities template.

Action: Stacey to find out how caretaker period impacts this group.

9. Sub-project discussions

- Fauna Monitoring and Management - Green Army to install nest boxes and Dunnart tiles.
- Rare Flora Mapping - One of Council officers gathering information on rare flora and putting into the database.
- Rubbish Removal - Brad has mapped some sites and knows where the major sites are. Large dump at Motshcalls reserve. Brad looking at options to remove.

10. Funding opportunities

- Green Army – 4 projects over one year.
- Corridors of Green opportunities.
- Melbourne Water planning a capital works project along Long Gully (weeding, rubbish removal, creek crossings, etc.). Cathy suggested for Long Gully Crossing a rocky

ford with stepping stones - as a minimum with clear passage through water for riders. Rocks can't be too sharp or too chunky.

11. Other business

- Clintons Rd fenced off by landholder where Bulwidj ends. Crossing now at steep embankment/ blind corner. Kangaroos jumping out onto the road. Leisure services have looked at this section and couldn't negotiate with the landowner. Council determined they needed to cross the road.
- Cathy reported trees encroaching on trails and offered to help clear.

Action: Brad to check with leisure services to make sure the land owner is in the right. And to talk to landholder about making the fence available for wildlife.

Action: Cathy to make a customer service request for trail clearance in appropriate sections.

12. Next meeting date and location

Depends on process of renewing group

Minutes

Date: Thursday 4 August 2016
Time 7.30 – 9.30pm
Venue: Panton Hill Living and Learning, 18 Bishops Road, Panton Hill
Chair: Cr Anika Van Hulsen
Minute taker: Stacey Warmuth, Environmental Works Coordinator

Order of business

1. Welcome (Attendance and apologies)

Attendees: Cr Anika Van Hulsen, Rex Niven, Cathy Giles, Lydia Heap, Peter Semple, Janice Crosswhite, Kay Davies, Stacey Warmuth, Brad Tadday, David Huxtable (LookEar), Nick Mau (LookEar)

Apologies: Cr Ken King, Suzie Penrose

2. Conflict of interest

No conflicts of interest.

3. Welcome new PHBRS User Group committee

- Members include:
 - Janice Crosswhite: Resident adjacent to Bunjil
 - Rex Niven: Walking, orienteering and other off-track activities
 - Kay Davies: Resident adjacent to Bunjil
 - Cathy Giles: Horse riding
 - Lydia Heap: Smiths Gully, orchids, bird watching, Hurstbridge sow and grow, scouts, CFA
 - Peter Semple: Friends Group, adjoining resident
 - Sueann (Suzie) Penrose: Friends of PHBRS

- Preferred meeting time Thursdays at 7:30pm

4. Works Update - Brad

- Brad coordinating Nillumbik Environmental Works team until the end of September.
- Warren Tomlinson managing reserves during this time
- Stacey Warmuth project managing

Action: Brad to follow up on slippery bridge

	<ul style="list-style-type: none"> • Interpretation project • Rabbit control Gawa, Green Army closing warrens • Contractor trails audit • The wooden bridge across Long Gully is slippery when wet and requires chicken wire 	
<p>5. Project Update: Friends Group PPWCMA Grant. Food fibre and medicine: Restoring cultural practices in Bunjil Reserve – Susy/ Brad</p>	<ul style="list-style-type: none"> • Planting day – 700 plants • 700 plants remaining • Wurundjeri Council collating information on plants • Interpretation of the site will be considered as part of the concept plan 	<p>Action: Brad to arrange a working bee or engage schools to plant remaining plants</p>
<p>6. Interpretation Concept Plan overview and feedback discussion – Brad, Stacey and David Huxtable LookEar</p>	<ul style="list-style-type: none"> • David Huxtable from LookEar (Interpretation consultants) presented on the current status of the Interpretation Concept plan and gathered feedback from the group 	<p>Action: Stacey to provide draft concept to Lynlee and Robert</p> <p>Action: David to engage Wurundjeri to provide feedback on concept draft</p> <p>Action: Stacey to collate all feedback and provide to David</p>
<p>7. Projects & Activities Plan for 2016</p>	<ul style="list-style-type: none"> • Planting for Food, fibre and medicine project • Gathering rubbish (working bee, Green Army or CCS crew) 	<p>Action: Brad to check on the impact of the Caretaker period and Council elections on User Group activities</p>
<p>8. Sub-project discussions</p>	<ul style="list-style-type: none"> • Placing phascogale nest boxes • Monitoring phascogale activity 	<p>Action: Brad to research where to place boxes and maintenance needed.</p>

Brad to email options for User group activity with dates

9. Funding opportunities

- CMA community grants
- Stacey investigating and advocating for large funding opportunities:
 - Green Army
 - Peri-urban Weed Management Partnerships
 - PWPCMA
 - Others as they occur

10. Other business

- Story stones creating in flash fiction activity moving and disappearing
- Seat missing in seating circle closest to Rogers Rd
- Panton Hill On the Hill festival
- Lydia has found baby Wine-lipped Orchids in the cages in Bunjil – the first since the 1980s
- Janice asked about the aboriginal cultural heritage overlay over Bunjil

Action: Brad to investigate lost seat

Action: Brad to organise stand for festival with Janice helping to do walks into the reserves

11. Next meeting date and location

To be determined (depending on impact of caretaker period and Interpretation Plan)

Nillumbik Economic Development Advisory Committee Minutes



Date: Thursday, 3 March 2016
Time 4.00pm to 5.30pm
Venue: Council Chamber, Civic Centre, Greensborough
Chair: Cr Michael Young
Minute taker: Paige Krygger

Order of business

1. **Welcome** (attendance and apologies).

Attendance: Cr Michael Young, Cr Anika Van Hulsen, Carol Jenkinson, Grant Edwards, Daryl Brooke, Peter Kleeman, Phil Marendaz, Ann Strut, Darko Popovski, Paige Krygger

Apologies: Cr Ken King, Chad Griffiths, Ian Mason

2. **Conflict of interest and Assembly of Councillor form**

Conflict of interest provisions are contained in section 80C of the Local Government Act 1989, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form was completed in accordance with the Act. No Conflicts of interest were declared.

3. **Minutes of previous meeting**

That the minutes of the meeting of Thursday, 6 August 2015 are confirmed as a true and accurate record. Moved by Carol Jenkinson and seconded by Grant Edwards.

4. **The Artisan Hills Update**

- Launch event is 14 April 2016 between 6.00pm-8.00pm
 - Invitation will be sent via email/ letter
 - All committee members will be invited.
- Year One Marketing actions have been discussed by Marketing Committee
 - Website to be launched at event
 - Come 'Take a Peek' campaign to begin
 - Facebook and Instagram to be utilised
 - Brand usage info kits to be organised and sent to traders and tourism associations
 - Information brochure stands to be re-designed and replaced.

Comments made:

- Are we Nillumbik or The Artisan Hills?
- Seems like a great, large plan however with no money
- 3 years is too long before it goes external, and how will this happen?
- Cannot sell 'products' too hard as we cannot deliver yet.

5. Enterprise Nillumbik Update

- Special Rates Schemes Renewals for Eltham & Hurstbridge – Eltham Chamber of Commerce and Industry has over 110 positive responses
- New business development and training program (mentoring, workshops etc.)
- Regional collaboration with 7 Councils for Economic Development – future directions (Nillumbik, Banyule, Darebin, Hume, Moreland, Whittlesea and Yarra)
- New initiatives:
 - Business incubator feasibility (business plan and economic impact)
 - Business survey – do they like working in Nillumbik? Why do they think businesses are closing? How can we improve? Business Confidence etc.

6. Economic Development Strategy Review Update

- To align with Council & Health and Wellbeing Plan cycle i.e. 2017-2021
- Workshop with NEDAC for the strategy review:
 - What was achieved in the last strategy? What wasn't? What can be improved?
 - What changed in the economy?
 - Where are the gaps? (such as accommodation etc.).

Comments made:

- Return on investment is not quick enough with existing strategy actions
- Advise Council seeking adequate resourcing/ support for Economic Development
- Need to have a meeting closer than June – workshop to be organised as per below comments.

7. Other items

No other items were discussed

8. Next meeting

- Workshop from 6.00pm-8.00pm on Thursday, **7 April 2016**
 - To be facilitated by Daryl Brooke
 - The Artisan Hills Marketing Committee to be invited
 - Answer 'what would you like to see?' And 'how can we encourage and accommodate these changes?'
- Next meeting Thursday, **9 June 2016** at Council.

Nillumbik Economic Development Advisory Committee Minutes



Date: Thursday, 9 June 2016
Time 4.00pm to 5.30pm
Venue: Council Chamber, Civic Centre, Greensborough
Chair: Cr Ken King
Minute taker: Carol Jenkinson

Order of business

1. Welcome (attendance and apologies)

Attendance: Cr Ken King, Daryl Brooke, Darko Popovski, Christine Gibbins, Cr Anika Van Hulsen, Carol Jenkinson

Apologies: Peter Kleeman, Grant Edwards, Chad Griffiths

Cr Ken King opened the meeting at 4.15pm. **No quorum present but agreed to continue the meeting.**

2. Conflict of interest and Assembly of Councillor form

*Conflict of interest provisions are contained in section 80C of the Local Government Act 1989, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form was completed in accordance with the Act. **No Conflicts of interest were declared.***

3. Minutes of previous meeting

That the minutes of the last meeting be passed as a true record of the meeting.

Moved: Carol Jenkinson; Seconded: Daryl Brooke; Carried – **subject to ratification at next meeting.**

4. The Artisan Hills Update

Christine Gibbins ran through the report presented:

- Have had four Facebook posts a week with one boosted. Interviews have been posted up at the rate of one a week. Need to get people to like and share with others to really boost the visits;
- Need to make clear that traders know that all the money which comes in from the special rate schemes goes back into The Artisan Hills marketing budget;
- The Artisan Hills decal for shop windows has been agreed to by the marketing committee. Suggestion also to do an electronic decal to go onto people's websites/ Facebook pages;
- Suggested could also get bumper stickers to go onto Council vehicles – both branded and fleet. Perhaps offer to everyone bumper stickers;
- Christine advised that getting 500 decals made for shops now and will take back the idea of the bumper stickers to the marketing group.

Visiting Friends and Relatives Campaign

- This is the next thing to be one. Everyone in the Shire will get an actual postcard with the suggestion that they send out to friends and relatives to invite them to come and visit.

Instagram

- Campaign will be about putting up pictures of your favourite spot in Nillumbik;
- Suggestion made that we map the pictures so that we can see the places people like. Christine said there is a map where you can pin your local spot and upload a picture and this may be done in the second round;
- First round is just images on Instagram and then mapping.

Comments made:

Artist feedback

- Cr Anika Van Hulsen reported that she had an email from an artist who asked to remain anonymous. Points raised include: suggested that The Artisan Hills is a member of the Victorian Tourism Association; need stronger location branding – people don't know where the area is; disappointed with the Montsalvat launch – more can be done to encourage more growth; felt could be more artists – lighting too low; packages with artists, wineries and accommodation should be done; signage – planning scheme issue around signage so can't promote well and don't see The Artisan Hills signage anywhere; it is a big problem for everyone.
- Noted: Cr Ken King noted that wineries complain that every year when they put up signs for Winter Winefest or Open Cellars they get pulled down by Council Officers and in the Yarra Valley they don't get pulled down.
- Cr Anika Van Hulsen also reported that there was a post of Hurstbridge Village Facebook page from Sean Flynn, if going to use The Artisan Hills concept then really need to fund this.

5. Priority Economic Opportunities – Workshop Outcomes

- Darko Popovski advised that the document which Daryl Brooke has produced would become input into the review that Council is doing on the Economic Development Strategy.
- Daryl Brooke ran through the document prepared. Discussion took place with the following comments:
 - Open Farms are a big draw card and they aren't noted in the document – agri business; this wasn't in the workshop but could be an area of growth; could put farm gate visitation under homebased businesses;
 - Next 12 months, as part of the review, the question will be asked what would we want Council to do?; "Nillumbik Philosophy" looked at the culture of "No".

Timeline

- Briefing and full Report to Council by Darko Popovski in July 2016 (this will include outcomes of existing strategy and process of review).

Process of review

- This will also include additional information so the new Council can have input into the new strategy:

- Align with Nillumbik Council Plan and Health & Wellbeing Plan 2017-2021;
- Focused plan rather than motherhood statements, action orientated;
- Have engaged Urban Enterprises to help with the review so have some independent consultation;
- Survey of the businesses will be done to get the feel of what is relevant for business;
- Desk top review on policies to be done too;
- Once complete, all will be pulled into a report which will go back to Council to seek endorsement to develop a new plan. Benchmark is that short (four year) plan work best rather than longer term;
- Need to avoid duplication across plans, consolidated and more focussed to be more effective.
- Daryl Brooke said that there is a real fear around Economic Development in Nillumbik. When survey businesses somehow ask – What is their fear about Economic Development?
- Darko Popovski advised that the main objective is to create more economic opportunities and that there will be an opportunity to discuss this further once the Discussion Paper is produced.

6. Other business

Business Incubator Project

- Progressing with work on business incubator. State Government is really keen on funding shared work spaces and are providing funding. Missed the round in May but will keep trying to get funding.
- Melbourne Polytechnic Greensborough Campus is opening in 2017, major courses in Health Service & Business/ Enterprise programs.
- People wanting to re-enter the workforce can get involved with this along with current students who will spend time away from regular school hours to do STEM. Incubator of businesses was part of the picture as well.
- CFA Building in Eltham, things are being discussed as to what can happen on that site.

7. Next meeting

- The next meeting will be scheduled for early 2017.

Eltham North Reserve Pavilion Reference Group



Minutes

Date: Wednesday 7 March 2016
Time: 6pm
Venue: Nillumbik Shire Council- Candlebark 1 & 2
Chair: Cr Michael Young
Minute taker: Steve Blight

Attendees: Vicki Ward (MP Eltham District), Cr Michal Young (Nillumbik Shire Councillor), Naomi Paton (Nillumbik Shire Council), Steve Blight (Nillumbik Shire Council), Lynn O'Donnell (SRV), Brian Steig (North Eltham Wanderers Cricket Club), Ivan Della Costa (Eltham Redbacks Football Club), Rob Brodie (Eltham North Scouts), Mandy Nolton (SGL Consulting), Rob Alessi (Peddle Thorp Architects), Jason Flentjar (Turner Townsend)

Apologies: Kate Maddock (SGL Consulting)

1. Attendees and apologies

Michael welcomed all attendees

2. Previous minutes and actions

- Steve to discuss budget for feasibility study and where we are situated.
- SRV process for releasing funds, satisfactory concept plans within available budget, then development and submission of an activities plan. Funds would then be released upon approval.

3. Revised Concept plans.

Comments have been received by soccer, cricket and scouts. Scouts prepared amended plans to reflect their desired changes. Rob expressed point that scouts were being excluded and their needs were required to be met as well. Funding was for all three parties, not just the sports clubs.

Plans prepared by the scouts made sense and should be included as part of the concept.

General layout for cricket is acceptable.

Lynn raised a couple of points regarding toilet layout and numbers. Number of toilets required to be checked with Council building surveyors.

4. Quantity Surveying – Concept Plans Estimate

Costs presented based on latest concept plans. Costs significantly over budget for preferred option 1. Approximately \$1,244,400 over available budget.

Michael requested that all parties sit down with architect and cut both pavilions back to bare bones to see what can be done.

Scouts and Soccer to meet onsite with architect and quantity surveyor.

Cricket to meet separately with QS and architect.

Steve to arrange and attend both meetings.

Final plans need to reflect component schedule.

Meeting for scouts and soccer – 9am Friday at Eltham North

Steve to source dwg survey plans for Rob to check levels.

Cricket meeting to be confirmed.

5. Next steps

As above

6. Next Reference Group Meeting

Working towards Monday 21 March, 2016

6.00pm, Candlebark 1 & 2, Council Offices

TBC

Minutes

Date: Monday 4 April 2016
Time 6.30 – 8.30pm
Venue: Mummery Education Building, Edendale
Chair: Councillor Michael Young

Councillors: Michael Young (Chair), Bronnie Hattam

Members: John Dumaresq, Cheryl Meikle, Michael Maloney, Carlotta Quinlan, Adrian Leenaerts and Diane Bullen

Council officers: Chad Griffiths, Paul Fyffe

Guest: Craig Czarny (Hansen Partnership)

Apologies: Cr. Coleman, Simon Keane, Ransce Salan

1. Welcome

The minutes of the previous meeting were accepted.

Moved: Adrian Leenaerts Seconded: John Dumaresq

2. Stage 2 of the Eltham Activity Centre Precincts 3 and 4 Redevelopment Project – Presentation by Hansen Partnership

Chad commenced the item by introducing Craig Czarny who is Director of the urban design firm Hansen Partnership, which has been engaged by Council to undertake much of the work for Stage 2 of the Eltham Activity Centre Precincts 3 and 4 Redevelopment Project. Chad explained that Hansen, with Craig at its helm, has greatly assisted Council with many of its strategic planning projects over the last 10 years, including Stage 1 of the Eltham Precincts 3 and 4 Redevelopment Project.

Craig then provided the Forum with a presentation on Stage 2 of the Eltham Activity Centre Precincts 3 and 4 Redevelopment Project (Stage 2).

The key points made in Craig's presentation were as follows:

- The purpose of the project is to develop a concept plan to guide future development and land use in Precincts 3 and 4, with the particular intent of addressing a range of land use and development issues which currently beset the two precincts.
- Stage 1 was completed by Council in 2013 and produced a vision and 36 land use and development principles to guide future work for the project.

- Like Stage 1, Stage 2 of the project will continue to entail considerable collaboration between Council and consultants and a range of stakeholders, such as community groups, business interests and relevant State government agencies, as well as the broader Eltham community.
- The first project output for Stage 2 will be a Framework Plan, which will synthesise the vision and key principles into one broad plan, which will be used to inform more detailed design and land use decisions for the Project.
- The Framework Plan will focus on the following key matters:
 - Protecting the southern setting (i.e. the amenity and character of the library precinct)
 - Providing pedestrian connectivity through the two precincts
 - Improving the safety and efficiency of vehicular movement
 - Future use and development on key sites
 - Connections to key destinations in and adjacent to the Eltham Town Centre (e.g. to the west of the railway line and to the east side of Main Road)
 - Protecting views to the west
 - Improvements to the public transport hub
 - Public realm improvements along Main Road
 - Providing quality gateways to the north and south
 - Recognising the stabling impacts
- A draft of the Framework Plan will be presented to the next meeting of the Eltham Activity Centre Forum.

Comments from the Forum during and after Craig's presentation principally comprised the following:

- A lack of access to commuter car parking is a significant issue for many Eltham residents and is a key issue the project should address.
- Whilst decked car parking may alleviate some of the car parking demand, it may not support the desire to provide a modest scale of development in Precincts 3 and 4.
- The provision of more car parking may only increase demand for the 'park and ride' option, rather than alleviate the current demand.
- The project should be careful not to provide a style of vehicular connectivity from Panther Place to the rest of Precincts 3 and 4 which undermines the amenity of the area.

There was then discussion on the proposed steps for the remainder of the project, which was outlined by officers and Craig Czarny as follows:

- Synthesis of existing guidelines and adopted principles
- Drafting of the Framework Plan
- A walking workshop, on-site consultation and a workshop with the Forum to identify gaps and issues
- Wider community consultation on the Framework Plan
- Preparation of a draft Concept Masterplan

- Workshop with Forum members regarding the draft Concept Masterplan
- Wide community consultation and finalisation of the Concept Masterplan
- The Forum expressed its general agreement with the proposed process, as outlined above.
- Cr. Young asked if the next meeting of the Eltham Activity Centre could be brought forward a week to Monday 30 May (6-8pm) to ensure that Craig Czarny could present the Framework Plan to that meeting.
- All in attendance were in agreement with Cr. Young's suggestion, although Carlotta Quinlan advised that she would be an apology.
- Paul advised that he would confirm the modified date and start time on having checked the availability of other Forum members.

The Forum then thanked Craig for his presentation.

3. Membership of the Eltham Activity Centre Forum

The Forum was advised that Council resolved on 22 March 2016 to:

- Renew the member of all the existing community and business members until March 2018.
- Adopt revised Terms of Reference for the Forum, which have been modified to include some administrative updates.
- Conduct a public call for nominations to fill the existing vacancy for a business representative on the Eltham Activity Centre Forum.

Those members present at the meeting were provided with a copy of the revised Terms of Reference and a copy of the minutes pertaining to the relevant Council resolution.

In addition to the above, the Forum was advised that it is expected that Council will appoint the new business representative for the Forum at its May Ordinary Council Meeting on 26 May, just prior to the next Forum meeting on 30 May.

4. Community Intelligence and Other Business

Officers provided a response to two traffic issues raised by members at the February Forum Meeting. The issues raised, with the response provided to the April meeting, are as follows:

Issue One: Pedestrian Crossings

Comment had been made at the Forum's February meeting that the two pedestrian crossings on Arthur Street, particularly the lower crossing, and the crossing on Pryor Street are not sufficiently visible to oncoming traffic and consequently, the crossings present a significant risk to pedestrians. Further, it had been suggested that the pedestrian crossings should be raised to address this issue.

In response to this matter, officers advised the April meeting that Council's Infrastructure Development Unit does not object to the proposal for raised pedestrian crossings, but does not currently have the necessary funds to conduct the work.

Issue Two: Car Parking in Brougham Street, Eltham

Concern had been raised at the February meeting that car parking associated with a restaurant in Brougham Street, Eltham is spilling out into the neighbouring residential streets to the detriment of residents.

In response, the April meeting was advised that Council has upgraded signage car parking in the area and is investigating providing additional line-marking to highlight and protect residential driveways.

5. Next meeting date and location

Monday 30 May 2016, 6-8pm at the Mummery Education Building, Edendale.

Minutes

Date: Monday 30 May 2016
Time 6.00 – 8.00pm
Venue: Mummery Education Building, Edendale
Chair: Councillor Michael Young

Councillors: Michael Young (Chair)

Members: John Dumaresq, Cheryl Meikle, Michael Maloney, Simon Keane and Diane Bullen

Council officers: Chad Griffiths, Paul Fyffe

Guest: Craig Czarny and Jane Keddie (Hansen Partnership)

Apologies: Cr. Coleman, Cr. Hattam, Carlota Quinlan, Adrian Leenaerts, Ransce Salan

1. Welcome

The minutes of the previous meeting were accepted.

Moved: Diane Bullen

Seconded: John Dumaresq

2. Presentation of the Draft Framework Plan for the Eltham Activity Centre Precincts 3 and 4 Redevelopment Project - Hansen

Craig Czarny and Jane Keddie presented the draft Framework Plan to the group. Hansen explained that the draft Framework Plan proposes six broad actions or “gestures” in support of the adopted vision and key principles for the project. A summary of the explanation provided for each action with the ensuing discussion at the meeting is provided as follows:

1) Connected Community Clusters

The proposal is to consolidate and improve community uses on either side of the railway line in Precinct 4 and to provide direct pedestrian connection between the two clusters via a pedestrian link over the railway line. Further work for the project will need to refine what type of community services should be clustered in this area and under what sort of financial model.

Comments and discussion from the group included:

- Linkages should be provided between the community clusters and surrounding destinations. There should particularly be good connections with the rest of the

Eltham Town Centre, as this would attract patrons of the community clusters to the centre and vice-versa.

- Improved sporting club facilities could perhaps be provided as part of the western community cluster.
- A regional hub for childcare should be considered

2) A Re-vitalised Transit Node

The suggestion is to provide a significant improvement to the public transport hub, particularly by re-developing the bus-interchange and improving access to the railway station. With regards to the bus-interchange, it is proposed to move the bus interchange slightly north and provide a plaza at its southern end. Further, it is proposed that direct access be provided to the plaza from the east side of Main Road by signalling the Pryor Street – Main Road intersection. Under this proposal, the roundabout at Luck Street and Main Road would likely be removed. With regards to the railway station, it is proposed that a more direct, and efficient layout of subway access be provided and one which is more amenable and accessible for all users.

Comments and suggestions made by the Forum included:

- Perhaps the bus interchange should be redeveloped to be at grade with surrounding land, so that it better integrates with adjacent town centre land.
- There are indeed issues with the existing roundabout at Luck Street and Main Road.
- Periodic flooding of the railway station would need to be addressed in any redevelopment of the access subways access.
- Any re-development of Precinct 3 should provide better lighting.
- Buses could use the proposed signalised intersection at Pryor Street to enter Main Road, which would be an improvement on the current situation where they have to push into traffic.

3) Green Movement Corridors

The suggestion is to provide two pedestrian trails or shared-trails through Precincts 3 and 4, one on each side of the railway track. One would follow an alignment south from Diamond Street along Youth Road and past the Eltham Oval to Panther Place. The other would travel south from the railway station and run behind the commercial premises on Main Road in Precinct 4 before arriving at Panther Place.

The group's discussion primarily covered the following matters:

- In relation to the eastern path, it needs to be determined how much, if any, of the current car parking at the rear of the Main Road premises should be removed to allow for the path. On this topic, there was discussion as to whether the path should be a wider shared trail which takes most of the parking, or a narrower trail which requires the removal of only a small portion of the parking.
- The optimum surface of the path will have a large bearing on the amenity of the path and the opinion was expressed that the material should support Eltham's character.

4) Re-defined Access and Parking

The suggestion is that additional parking be provided around and in vicinity of Eltham Central Park. Further, consideration should be given to providing multi-deck parking. To be consistent with Council's adopted principle (No. 28) that there should be no net-loss in car parking, the additional parking areas could compensate for re-development of certain existing car parks for higher use e.g. for commercial use. For example, the additional parking may compensate for the removal of some parking out from behind the Main Road premises to provide extra space for the proposed pedestrian path between Panther Place and the railway station, or compensate for the use of the car park between Liquorland site (981 Main Road) and the railway station for redevelopment of the bus interchange.

The suggestion also includes new signalised road crossings for pedestrians, including one across Main Road close to its intersection with Panther Place, one at the intersection of Pryor Street and Main Road (as part of a new signalised intersection discussed above) and one across Diamond Street at Andrew Park.

Discussion on the suggestion was as follows:

- Comment was made that there is already significant use of the Eltham Central Oval for commuter car parking and the available capacity may not be as great as expected.
- Comment was made that the project team will need to discuss this issue with Public Transport Victoria (PTV) before any meaningful decisions can be made. Officers confirmed that a meeting with PTV will be held on the matter.
- There was general discussion as to what is the optimum number and location of signalised pedestrian crossings in Main Road. One view was that there is a need for a signalised crossing to the north end of the Main Road precinct, particularly between the post office and Diamond Street. A view was also expressed that there should be a crossing point at Arthur Street as many people travel to and from Arthur Street and the railway station. Consistent with this discussion, the suggestion was made that there should be at Pryor Street and perhaps the crossing at the former Priceline site should be moved to be opposite Arthur Street. However, the opinion was also expressed that the project must be careful not to propose a configuration and number of signalised crossing points which unnecessarily hinders Main Road traffic flow.

5) Improved Pedestrian Corridors

It is suggested that there be a new pedestrian bridge from adjacent to the former CFA site to the west side of the railway line, with a connection from the bridge provided onto the south end of the platform of the Eltham railway station. Hansen advised that the topography of that section of the Eltham Town Centre appears to make the placement of such a bridge highly achievable and practical. Further, the bridge would provide a significant series of advantages, including:

- To significantly improve and shorten access from Youth Road to the Eltham Station
- To significantly improve access from Main Road to west of the railway line
- To provide good linkages to and between the proposed community clusters
- To improve linkages between Precinct 6 (Sport) and the Eltham Town Centre

The group supported the proposal and agreed with the potential benefits.

6) Careful Consolidation and Redevelopment at Key Sites

The draft Framework Plan nominates key sites for careful consolidation and redevelopment. These sites include; the former Eltham Shire Offices site, the retail and office precinct along Main Road, the bus interchange, the current Liquorland site, St Vincent's Care Service (former Judge Brook Village) and the commuter car park located on Diamond Street adjacent to St Vincent's.

Regarding this suggestion, the group discussed the issue of how displacement of car parking will be handled and the view was put that commuter car should continue to be provided on the western side of the railway line and not be allowed to spread to the east side. It was acknowledged that this may well necessitate some development of multi-deck car parking, particularly if certain existing commuter car parking is to be re-developed.

Following Hansen's presentation, officers advised that the next steps for the draft Framework Plan are as follows:

Action	Explanation	Date
Targeted Consultation	<p>To meet with key stakeholders for the project (such as PTV, Eltham Chamber, St Vincents, relevant community groups, bus companies and certain owners and occupiers in Precincts 3 and 4 to explain the draft Framework Plan and receive feedback.</p> <p>The Eltham Forum will be advised of the feedback received to date at its next meeting on 1 August 2016.</p> <p>This feedback will be used to further revise and improve the draft Plan.</p>	June-July
Public Consultation	The revised draft Framework Plan shall be placed on public consultation.	February 2017
Adoption of the Framework Plan	On considering submissions received to the draft Framework Plan, including any changes considered necessary, it is proposed that Council would then adopt the Framework Plan.	March 2017

The meeting closed at 8pm

3. Next meeting date and location

Monday 1 August 2016, 6.30-8.30 pm at the Mummery Education Building, Edendale.

Memorials Advisory Committee

Minutes



Date: Friday 20 May 2016
Time: 4pm – 5:30pm
Venue: Eltham Memorial Hall, 903 Main Road, Eltham
Chair: Cr Meralyn Klein
Minute taker: Michelle Zemancheff

Order of business

1. Attendance and apologies

Present: Cr Meralyn Klein, (Chair), Jim Allen, Julie Beattie, Matt Berriman, Peter Cook, Neil Marshall, Bill McKenna

Apologies: Cr Ken King, Neisha Forbes, Warwick Leeson OAM, Bill McGillvray (with Bill McGillvray's apology and note of congratulations read to the committee)

Officers: Adrian Cully, Michelle Zemancheff

2. Conflict of interest

None declared.

3. Confirmation of minutes of previous meeting

The minutes of meeting held 4 March 2016 was confirmed as a true and accurate record of that meeting.

Moved: Julie Beattie

Seconded: Peter Cook

Item of business	Details	Action
4. Matters Arising	Where to from here (Cr Klein) Cr Klein expressed her hope that the committee's work will continue into her next term of Council if elected. The final committee meeting for this year before caretaker period, will be a celebration of the committee's achievements.	
5. Kangaroo Ground Tower	Friends of Kangaroo Ground Tower (Adrian Cully) Friends of Kangaroo Ground Tower (FOKGT) met with officers regarding the following proposals: <ul style="list-style-type: none">• Frontier war memorial. FOKGT recognise that the time is not right for such a memorial and the proposal has been put aside for the time being.	

**Kangaroo
Ground
Tower (con't)**

- **Interpretive centre.** FOKGT have proposed a three-story interpretive centre to house memorabilia, conduct presentations, provide for a cafe and generally to enhance the visitor experience. MAC members did not consider the proposal appropriate and recommended the site be maintained as a place of quiet reflection. There is no allocation of funding in Council's five year Strategic Resource Plan for this project. The priorities for Kangaroo Ground Tower are the entrance works and the caretaker cottage, both of which are included on the capital works program.
- **Original Menin Gate sign.** The original Menin Gate sign was removed in an effort to de-clutter the site and not obstruct views of the tower, however, reference to the Menin Gate artwork is a key feature of the new interpretive signage. Nevertheless, FOKGT have expressed that they would like to see the sign reinstated and recognition of its accompanying plaque. The original caretaker's cottage, when restored, will be an appropriate site for the sign to be housed. While this project is listed on Council's capital works program, appropriate funding also needs to be obtained. Heritage funding is limited as the heritage listing is of local level only and Centenary of Anzac funding does not provide for infrastructure work.
- **Installation of additional plaques citing all WW1 servicemen.** FOKGT have undertaken research and found hundreds of names of local WW1 servicemen, and have suggested new plaques could be erected on the tower to recognise those names. Officers are obtaining heritage advice, however initial advice indicates that such proposal would be inappropriate. MAC members suggested improvements could be made to the tower's internal platforms, with the installation of plaques or signage citing those servicemen.
- **Moor-rul Grasslands and Viewing Platform.** Officers are working with Nillumbik Reconciliation Group to erect signage to recognise the Moor-rul Grasslands. FOKGT proposed a deck extension of the viewing platform to enable views over the grasslands.

Officers will confirm in relation to the plaque and its conservation. Officers will continue their vigilance in finding appropriate funding.

Officers will confirm heritage advice.

Officers to liaise with Nillumbik Reconciliation Group to install signage.

- | | | |
|---|---|--|
| <p>Kangaroo Ground Tower (con't)</p> | <ul style="list-style-type: none"> • Tree lopping. An arborist has inspected the trees, assessed them as healthy and recommended they remain unlopped. | <p>Neil Marshall to liaise with CFA regarding its operational needs.</p> |
| <p>6. Memorials audit</p> | <p>Progress report (Michelle Zemancheff)
Further trees and honour boards have been identified. Resources have been secured to finalise the audit, asset registration and uploading to Victoria Collections as an online collection. Cr Klein expressed the thanks on behalf of the committee to officers from both the Arts and Culture and Assets teams in finalising the audit.</p> | <p>Officers to complete audit.</p> |
| <p>7. Other business</p> | <p>Eltham War Memorial (Bill McKenna)
Bill McKenna, on behalf of the Montmorency-Eltham RSL, officially handed over the Eltham War Memorial and associated Eltham Cenotaph to Council as the official custodian of the site. Bill confirmed that Montmorency-Eltham RSL would continue to maintain the memorial site. Bill explained the recent process of re-establishing the Eltham War Memorial and Cenotaph at its new and current site, and walked the committee members through the memorial, and informed members on particular points of interest.</p> <p>Eltham Avenue of Honour (Cr Klein)
Committee queried as to when the recently installed garden box will be planted up.</p> | <p>Officers to confirm timeline.</p> |
| <p>8. 2016 meetings:</p> | <p>Friday 1 July 2016, 4-5pm, Nillumbik Shire Council, Manna Gum 1</p> <p>Friday 26 August 2016, 4-5pm, date and venue to be confirmed, celebration of achievements.</p> | |

Date: Wednesday 25 May 2016
Time: 7.30 -9.30 pm
Venue: Living & Learning Nillumbik – 739 Main Road, Eltham
Chair: Anthony Herrett
Minute taker: Maggie Clarke

Order of business

1. Invitees and apologies

Attended: Anthony Herrett, Ruth Bailey, Robyn Meikle, Jacqui Ward, Pam Miranda, Karyn Kamminga, Maggie Clarke,

Apologies: Terry Marston, Cr Meralyn Klein

2. Welcome

3. Conflict of interest and Assembly of Councillor form

Conflict of interest provisions are contained in section 80C of the *Local Government Act 1989*, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the Local Government Act 1989.

N/A

4. Minutes of previous meeting

That the minutes of the meeting held 27 April 2016 be confirmed as a true and accurate record of the meeting.

Moved: Robyn Meikle

Seconded: Anthony Herrett

5. Business arising from previous minutes

5.1 Special Consideration (Hardship) policy

Feedback is still being sought from staff and COM for this policy and will be incorporated over the coming month.

ACTION:

Maggie to email the current version to the Committee for further input.

5.2 Mental Health First Aid course

A reminder that this course will be running over two Saturday's in June – 18 & 25 at Edendale Farm.

Robyn and Pam confirmed that they would like to attend and Ruth will confirm with Maggie asap.

ACTION:

Maggie to confirm dates and venue via email.

6. Welcome to Jacqui Ward

Jacqui and her family have recently moved into Eltham and she has approached Living & Learning about joining the Committee. Jacqui has a strong Community Development background however started her career in journalism.

Jacqui was nominated to join the COM and accepted the nomination.

7. aXcelerate and website update – Karyn Kamminga

Karyn briefed the committee on the new website, aXcelerate (new SMS) and learner portal – due to go live on 1 July, 2016 however this date will depend on testing that is required prior to going live.

Karyn and Cindy presented the Access Project (online enrolment project) at the recent NW Regional ACFE Provider meeting where there was considerable interest in aXcelerate.

8. Committee resignation – John Zajac

A letter of resignation was received from John Zajac on 16 May. Due to work commitments John now finds he is unable to continue as a committee member. John wished the COM and L&LN all the best in our endeavours in the future.

John's resignation was regretfully accepted and Maggie asked to send a letter of thanks for his contribution.

ACTION

Maggie to send a letter of thanks on behalf of the COM and staff of L&LN.

9. Strategic Planning Process - Robyn Meikle and Maggie Clarke

Work on the 2017-2021 strategic plan will need to commence in July this year therefore Robyn and Maggie met to develop a proposed timeline for this process.

Robyn has offered to work on mapping the key stakeholders for the consultation process and Pam will facilitate conversations with both staff and COM around some current research on strategic planning processes – Theories of Change and Program Logics.

Two key dates that will involve the COM and staff are the August meeting – 24/8 where there will be a joint COM and coordinators session to discuss the process and again in April 2017 (suggested date – 8 April) with COM and all staff to consider a final draft of the new plan.

10. Next meeting date and location

22 June - 118 Cowin Street Diamond Creek

Date: Wednesday 27 July 2016
Time: 7.30 -9.30 pm
Venue: Living & Learning Nillumbik – 19 Bishops Road, Panton Hill
Chair: Anthony Herrett
Minute taker: Maggie Clarke

Order of business

1. **Attendees:** Ruth Bailey, Robyn Meikle, Anthony Herrett, Pam Miranda, Dawn McDonnell, Maggie Clarke

Apologies: Jacqui Ward, Terry Marston

Welcome

2. **Conflict of interest and Assembly of Councillor form**

Conflict of interest provisions are contained in section 80C of the *Local Government Act 1989*, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the Local Government Act 1989.

None

3. **Minutes of previous meeting**

That the minutes of the meeting held 22 June 2016 were confirmed as a true and accurate record of the meeting.

Moved: Ruth Bailey

Seconded: Pam Miranda

4. **Business arising from previous minutes**

- 4.1 Strategic planning session with staff – Pam Miranda

Pam facilitated a session with the coordination team on 18 July to work through the Theories of Change and Donald Kirkpatrick models for planning and evaluation.

The staff were enthusiastic about these as tools for planning and have requested that Pam facilitate another session to trial these on the discussions around the fees and charges processes.

This was set for 8 August.

- 4.2 Letter to Sherrilyn Ballard re Life Membership

A letter has been drafted to send to Sherrilyn regarding the Committee's endorsement of the nomination for Life Membership.

4.3 Letters to the Department of Education

These letters are underway and will be sent in the coming couple of weeks. Letters of support have been requested from Whittlesea Council – Aged and Disability team and Jesuit Social Services – both of whom employ graduates of our Certificate IV in Training and Assessment course.

5. **Update from Panton Hill – Dawn McDonnell**

Dawn gave the Committee a tour of the Panton Hill building describing what happens in each space and some of the outcomes for the community.

There was some discussion around the strong volunteer model that Dawn has implemented at Panton Hill and some examples of individual stories.

The On the Hill Festival will be on 23 October – Living & Learning coordinate the Made on the Hill section of the Festival which Dawn supports as part of her community development work within Panton Hill.

6. **Adult Learners Week event – 6 September**

There will be a celebratory event for Adult Learners Week at Eltham on 6 September 11a.m. -2p.m. Committee were invited to attend and flyers were handed out.

It was suggested that we consider a gold coin donation box at the event – would be optional but could raise some funds for our other events such as the Craft for a Cause which raises money for charities.

It was also suggested that we contact the Leader about the event and try to get them to attend and run an editorial on the event.

7. **Online enrolments - update**

The team are still working through some of the issues around the financials that need to be resolved before we can go 'live' with online enrolments.

Maggie reported that she intends to write a letter to the CEO of aXcelerate requesting his action on these as they have been ongoing for many months.

The new date to go live will be 5 September and will form part of the Adult Learners Week celebration on the 6th.

8. **2015 Year Book (Annual Report)**

This is still under development. We will be organising photos of the Committee members to be taken at the next meeting. It is expected that this will be finished by September – after the Adult Learners Week event.

9. **RTO activity – courses semester two**

Maggie reported that some of our courses have been slower to fill in second semester and that the Certificate III in Individual Support has been cancelled due to insufficient numbers.

We will be starting the traineeship for Whittlesea Council in this qualification however in this timeframe which will have trainees enrolled.

We are reviewing the structure of our courses over the coming months and will undertake some further benchmarking in terms of costings. There has been more activity in our region in terms of other RTO's setting up office – particularly in the Whittlesea area – this will be having some impact.

10. Other business

10.1 Theories of Change model – Pam went through the session that she facilitated for the staff and continued the discussion on this as a possible model for future planning for L&LN.

10.2 The October Committee meeting – to be held in Eltham as a joint meeting with staff to discuss strategic planning. To be from 6pm and include dinner.

11. Meeting closed at 9.30p.m.

Date: Wednesday 24 August 2016
Time: 7.30 -9.30 pm
Venue: Living & Learning Nillumbik – 739 Main Road, Eltham
Chair: Anthony Herrett
Minute taker: Maggie Clarke

Order of business

1. **Attendees:** Pam Miranda, Ruth Bailey, Jacqui Ward, Anthony Herrett, Maggie Clarke,

Apologies: Robyn Meikle, Cr Meralyn Klein, Terry Marston

Welcome

2. **Conflict of interest and Assembly of Councillor form**

Conflict of interest provisions are contained in section 80C of the *Local Government Act 1989*, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the Local Government Act 1989.

No Councillor in attendance.

3. **Minutes of previous meeting**

That the minutes of the meeting held 27 July 2016 be confirmed as a true and accurate record of the meeting.

Moved: Ruth Bailey

Seconded: Pam Miranda

4. **Business arising from previous minutes**

4.1 Planning session with staff – 8 August Pam Miranda

Pam facilitated a second session with the team using the theories of change model to discuss the fees and charges processes. Pam gave some feedback on how she felt this session went and commented that whilst there seemed to be some variation in how fees and charges are managed across the three centres there seemed to be a strong commitment from the team to work more collaboratively on this process.

Maggie reported that a followup session had been held and that the team had progressed some of these issues and developed further frameworks to support an equitable and transparent process.

5. **Adult Learners Week event – 6 September – update**

A reminder about this event. The Chair of the ACFE Board, Sue Christophers, has confirmed her attendance. Stuart Burdack – CEO of Council, Pauline Gordon – General Manager Community and Leisure and Adrian Cully – Manager Community Participation will all attend from Council.

Councillors have been invited – Maggie will follow up on who may be attending.

6. **Recognition of Service to Living & Learning Nillumbik –**

A nomination for Recognition of Service to Living & Learning Nillumbik was received for Bronwyn De Bondi from Jill Hibbert and Joy Clarke – both participants in Bronwyns leadlighting class. Bronwyn has been involved with Living & Learning Nillumbik for 20 years – originally as a participant then a volunteer tutor.

The nomination was approved by the Committee with thanks to Bronwyn for her many years of work for Living & Learning and the community.

ACTION: Maggie to draft letter of recognition on behalf of the Committee

7. **Policy Review**

The following policies were considered:

- VET Course Development Policy
- Training and Assessment Policy

Some changes had been made by the Compliance Officer that reflect any legislative or compliance changes that have occurred since the policies were first adopted. It was agreed that COM members will provide feedback on these two policies to Maggie by Friday 2 September via email. Maggie will notify other COM members who were not at the meeting.

The Management of RTO staff and trainers Policy was removed from consideration at this time – due to work being undertaken around the engagement of tutors the scope of this policy may require a structural change. Maggie will discuss this with the Compliance Officer and report back to the Committee at the next meeting.

ACTION: COM to respond to Maggie by 2 September with comments or approvals. Maggie to email other COM members to inform them of this.

8. **Other business:**

Nillumbik Neighbourhood House Network:

With support from the North East Neighbourhood House Network worker a Nillumbik Network has been formed between Allwood House, St Andrews Community Centre and Living & Learning Nillumbik.

A second meeting has been held this month and it has been agreed to meet on a monthly basis with ongoing facilitation by the NENH networker, Julie Johnston. A terms of reference will be developed in the coming months and some key projects

identified to work on – a community lunch to be held in Neighbourhood House week (May) in 2017 will be the first project undertaken.

9. Next meeting 26 October at **6pm** – 739 Main Road, Eltham. This meeting is to be a joint planning meeting with COM and staff. Dinner will be provided.

Meeting closed at 9 p.m.

Minutes

Date: 8/06/2016 4:30:00 PM
Venue: Candlebark 1 Room
Chair: Councillor Anika van Hulsen
Minute taker: Jackie Donkin, Senior Strategic Planner

Order of business

1. Attendance and apologies

Councillors: Anika van Hulsen (chair); Cllr Bronnie Hattam (Mayor) Cllr Ken King

Community members: Daryl Brooke, Dr Geoff Mosley

Council committee representatives: Sue Apted, Cathy Giles, Bill Lord, Janet Mattiske

Council officers in attendance: Chad Griffiths, manager strategic and economic planning; Jackie Donkin, senior strategic planner

Apologies: Kahn Franke, Vanessa Mooney

2. Conflict of interest

No conflicts of interest. Jackie Donkin submitted the Assembly of Councillor form to governance.

3. Confirmation of minutes of previous meeting

That the minutes of the meeting held 16 December 2016 confirmed as a true and accurate record of the meeting. Proposed Geoff Mosley; seconded Darryl Brooke Franke.

Matters arising: CAPAD

It was agreed that Councillors King, van Hulsen and Hattam will contact Stuart Burdack to discuss CAPAD and Council reporting.

Geoff Moseley will make contact with the Green Wedges Coalition to seek support for an approach to the State government for sending data for inclusion in CAPAD on the basis of its qualification as a Category V protected landscape.

Geoff Moseley noted that the report he has written arguing the case for inclusion was peer reviewed by Professor Adrian Phillips who is the author of 'Management Guidelines for IUCN Category V Protected Areas Protected Landscapes/Seascapes'

Action: Councillors King, van Hulsen, Hattam and Geoff Mosley

Matters arising: GWMP Review

Officers reported that the GWMP review will be briefed to Council on 14 June 2016.

4. Review of Nillumbik Planning Scheme – update

Chad Griffiths gave the committee an overview of the Nillumbik Planning Scheme review process. The review is to bring the scheme into line with current best practice

and does not involve adding new content. A draft of the review will form the basis of a planning scheme amendment that will be considered following council elections.

(Councillor Hattam left the meeting at 5.30pm)

5. Visitor Centre

An update was provided on visitor information provision in the Green wedge in response to Geoff Mosley's question about progress on visitor information.

The Nillumbik Destination Management Plan includes an action to undertake a visitor information review to identify a cost effective approach for visitor information services. This will consider information distribution channels such as information centre, digital kiosks, volunteer visitor information staff at attractions and will take place in 2016/7. It will also include a review of the tourism signage in the Shire which the GWMPIAC identify as needing review.

As part of this review officers are to ask the tourism officer to obtain the guidelines for information centres (including hierarchies) from Tourism Victoria.

Action: Jackie Donkin

6. Next meeting date and location

The next meeting will be arranged for the end of November/beginning of December 2016. Topics for consideration to be determined and suggestions to emailed to Jackie Donkin.

LIVEABLE NILLUMBIK
COMMUNITY REFERENCE GROUP
MEETING MINUTES
THURSDAY 14 JULY 2015

Time: 6:30pm- 8.00pm
Venue: Nillumbik Shire Offices
Civic Drive, Greensborough
Manna Gum 1 and 2
Chairperson: Cr Anika Van Hulsen

	Item	Presented By
1	Welcome, Introductions and Apologies	Cr Anika Van Hulsen
1.1	<p>Present: Councillor Anika VanHulsen - Bunjil Ward Councillor Pauline Gordon – General Manager Community and Leisure (Nillumbik Shire Council) Corrienne Nichols – Acting Manger Community Services and Social Development (Nillumbik Shire Council) Nichole Johnson - Coordinator Strategic Project (Nillumbik Shire Council) Anne Fitzpatrick Peter Bryar Donna Kilgour Stephanie Krt Tom Holmes Chris de Paiva Anna Weeding</p>	
1.2	<p>Apologies: Tara Frichitthavong – Manager Community Services and Social Development (Nillumbik Shire Council) – no longer working at Nillumbik Shire Council Sue Muir Greg Mason Tom Glattauer Ann Strutt</p>	
1.3	<p>Introductions:</p> <ul style="list-style-type: none"> • Pauline Gordon introduced herself to the group • Everyone in attendance introduced themselves to the group 	
2.	Assembly of Councillors	Nichole Johnson
2.1	<ul style="list-style-type: none"> • No conflict of interest was declared. 	

3.	Jane Keddie- Hansen Partnerships Pty Ltd	Jane Keddie
3.1	<ul style="list-style-type: none"> • Jane presented the Draft precinct plan to the group and will incorporate feedback into draft plan • Walking workshops will held with key stakeholders within the precinct • Draft Precinct Plan will be exhibited for public comment early 2017 • Attending Wattle Festival 28 August 2016 to introduce Draft Precinct Plan to the community (Reference Group to support) • Nichole to have further conversations with Environmental Works and Jarrad Getties (contractor) to ensure management plan for the area is consistent with Precinct Plan • Vincent Bok to attend future Reference Group meeting to talk through discussions with PTV 	
4.	Project Update	Nichole Johnson
4.1	<ul style="list-style-type: none"> • Evaluation Criteria was endorsed on 23 February 2016 • Preparation of Expression of Interest (EOI) documents • Advertising of Stage 1 EOI commenced in April 2016 • EOI closed 12 May 2016 • Evaluation Panel review of submissions has commenced (panel consists of internal officers and external subject matter experts) • The evaluation has included an internal review process from: <ul style="list-style-type: none"> ➢ Environment/Sustainability ➢ Planning ➢ Traffic/Infrastructure ➢ Leisure • Recommendations on shortlisted proponents to go through to Stage 2- Request for Proposal (RFP) will go to Council as a confidential report in August 2016 • Stage 2- RFP will take place during caretaker period if shortlist is endorsed by Council • Currently preparing bulletin and video – will send through bulletin to reference group for feedback in the next couple of weeks. 	
5.	Reference Group- Community Feedback	All
5.1	<ul style="list-style-type: none"> • Member has been approached by number of people concerned project is not for Ageing in Place • Member has had conversation with someone who disputes the Swinburne Study 	

6	Future Meeting Focus	All
6.1	<ul style="list-style-type: none"> Involvement of Reference Group members in the Request for Proposal stage to be confirmed 	
8.	Any Other Business	All
8.1	<ul style="list-style-type: none"> No other business was discussed 	
8.	Close of meeting	
8.1	Meeting closed at 8.00pm	

Arts Advisory Committee (Acquisition & Strategy)



Minutes

Date: Monday 1 Aug 2016
Time: 3.30pm – 5.15pm
Venue: Manna Gum 1
Chair: Grace Longato on behalf of Cr Helen Coleman
Minute taker: Grace Longato on behalf of Michelle Zemancheff

Order of business

1. **Attendance:** Ute Leiner, Valerie Murray, Liz Nettleton, Debbie Robinson, Amanda Gibson, Brian Gilkes, Karena Goldfinch, Barbara Joyce, Amanda Saini, Peter Wegner

Apologies: Cr Helen Coleman (Chair), Matt Blackwood, Libby Schreiber, Michelle Zemancheff (Coordinator Arts & Culture)

Officers: Adrian Cully (Manager: Community, Participation, Learning and Culture), Nadine Wooldridge (Coordinator: Community Leisure Services), Grace Longato (Visual Arts Development Officer)

2. **Conflict of interest**

N/A

3. **Confirmation of minutes of previous meeting**

That the minutes of meeting held on 6 June 2016 be confirmed as a true and accurate record of the meeting.

Moved: Val Murray

Second: Karena Goldfinch

Item of business	Details	Action
4. Civic Drive Development / Amphitheatre space	Adrian Cully and Nadine Wooldridge gave an overview of the Civic Drive development and invited members to offer suggestions/advice on the former site of the outdoor performing arts centre/amphitheatre.	Visual Arts Development Officer Grace Longato to email the Civic Drive masterplan to committee members.

5. Strategy

Grace Longato provided an update on:

- The 'ephemeral art season' for the final year of the 2011-2017 Cultural Plan: Benchmarking and consultation undertaken by Clare Leporati. Project brief is being refined and is close to completion. Members will be presented with proposal at next AAC meeting in Nov.
- 2018-2021 Cultural Plan, *consultation process*: Artists David Adams and Evi Van Der Niet's proposal *The Travelling Teapot* submitted for consideration and/or approval. Members' response to this proposal has been positive.
- *Laughing Waters Artist in Residence* program: Briefing to Councillors regarding its lease scheduled for Aug 16. Michelle Zemancheff to present.

6. Programs & Events

Grace Longato provided an update and summary of the following programs and events that occurred within the two months of the last meeting:

- *Nillumbik Prize 2016*: Members were notified of its' conclusion and the winner of the People's Choice award. Members received a catalogue/price list and were invited to consider recommendations for the Collection
- *Literary Nillumbik Awards* (Allan Marshall Short Story and Ekphrasis): Members were told of the Awards Night success and received a copy of the *Anthology* for their interest and reference
- Eltham Library Community Gallery: Members were notified that applications are open for the 2017 program with a focus on encouraging art interventions in the space. Members also received a copy of this year's

calendar and flyer promoting 'Applications Open'.

- Community Grants: Members were notified on the recipients of this year's grants; Araluen (Diamond Creek) *Drama and Art Celebration* and Theatre 451 *Forget Me Not*.

All members were pleased with the success of the events that occurred, the direction of the ELCG and with the recipients of the Community Grants.

7. Acquisitions

Grace Longato provided an overview of the re-valuation of the Collection and the acquisition selection criteria.

The following acquisitions were then considered:

- Donation: *Bush Vandal (Green Wash)* 2012 by Ashlee Laing, 6 minute looped video
Members recommended the acquisition of this donation for the Collection. Lang's work aligns with the Collection Policy's selection criteria
Visual Arts Development Officer to finalise recommendation of acquisition with report
- Donation: *Laughing Waters Rocks* 2013 by Camille Serisier, watercolour on paper, 59.5cm x 84cm - unframed
Members recommended the acquisition of this donation for the Collection. Serisier's work aligns with the Collection Policy's selection criteria
Visual Arts Development Officer to finalise recommendation of acquisition with report
- Re-installation: *Laughing Waters Landscapes* 2016 by Joanne Mott, rock, boulders, paint, dimensions variable
Members recommended the acquisition of this work for the Collection on the condition that a permanent and safe spot for installation was found within the Shire. Mott's work aligns with the Collection Policy's selection criteria.
Members and Visual Arts Development Officer to provide site locations for next meeting

Invitation to purchase:

- *River* 1977-2016 by Paul Reed /from the Sue Ford Archive, gelatine silver print, 60cm x 60cm framed
- *Gregory* 2016 by James Morrison, oil on canvas, 50cm x 40cm, \$11,000.00 (GST inclusive)
- *Ghost* 2012 by Dale Cox, plastic, wood, oils, 40cm x 110cm x 35cm variable
- Bill Hudson-McAuley: Photographic archive photographic prints unframed, museum standard: 15 inches x 11 inches, \$165.00 each plus GST. 10 + prints: \$110.00 each

Visual Arts Development Officer to have all works available at the next meeting to help with the decision process.

Visual Arts Development Officer to investigate funding avenues (Art Reserve?) and payment options with the artists.

Members were keen to recommend all artworks, (as all artworks align with the Collection Policy's selection criteria). However, the purchase of all exceeds available funds.

Members have asked to see the actual artworks at the next meeting to help in prioritising the order of recommendation.

8. Other Business

The following items on the Agenda were not discussed because of time restraints. Members agreed to discuss these items at the next AAC meeting in Nov:

- Decommissioning works + Memorabilia Collection
- Public Art: Eltham Leisure Centre redevelopment – Julia Silvester proposal postponed
- Conservation: Public Art + Visual Art (framing)

Invitation to purchase works (discussed at the April 2016 meeting)

- Kevin Burgemeestre – a selection of works from his exhibition at the ELCG (Jan 2016)
- Peter Boyle – a selection of works (*Nudo & Friends*) from an exhibition at the Metro Gallery (late 2015)

9. Next meeting dates:

Caretaker period 20 September to 22 October 2016 inclusive: no committee meetings.

Monday 7 November 2016, 3.30-5.00pm

Monday 12 December 2016, 3.30pm-5.00pm

Recreation Trails Advisory Committee

Minutes



Date: Thursday 25 August 2016
Time 6.00pm – 8.00pm
Venue: Candlebark Rooms, Civic Centre, Greensborough
Chair: Cr Anika Van Hulsen
Minute taker: Nadine Wooldridge

Order of business

1. Welcome

Attendance – Cr Anika Van Hulsen, Kay Cruse, Cathy Giles, Kevin Gregg-Rowan, Stephen Hadley, Alison Hickey, Bill Lord, David Nicholls, Rex Niven, Mike Pelling, Nadine Wooldridge.

Apologies – Cr Ken King, Robin Gardner, Naomi Paton.

2. Conflict of interest and Assembly of Councillor form

Completed following meeting by Alison Hickey

3. Minutes of previous meeting

There were no minutes from the meeting held on 23 June as there wasn't a quorum at the meeting.

4. Business arising

Items were followed up with the group via email.

5. Regional Trails update

a. Diamond Creek Trail

Proposed Diamond Creek Trail extension:

At the April Ordinary Meeting of Council, Council resolved to confirm support for the preferred alignment and endorsed taking the necessary steps to commence and exhibit Amendment C108 to the Nillumbik Planning Scheme. The steps involved are:

- Apply the Planning Acquisition Overlay (PAO) to land required for the trail.
- Provide planning permission for Council to develop the land.

Approval from the Planning Minister to commence the amendment was granted. The amendment is on exhibition from 28 July to 29 August (one calendar month).

The amendment has been advertised:

- All owners/occupiers of land the amendment proposes in the PAO.
- Owners within 100m of the proposed amendment area.
- State Government members.
- Public authorities – Melbourne Water, Country Fire Authority, Public Transport Victoria, SP Ausnet, VicRoads, Native Title Victoria.
- Government Gazette.
- Council's website.

- 1,372 people and organisations who responded to the online survey.

At this stage, 20 submissions have been received on the amendment and more are expected before exhibition period closes on Monday.

Next steps:

Council will consider all submissions at the September Policy and Services Meeting.

If Council is unable to satisfy all of the issues in the submissions and wishes to proceed, Council must request that the Minister for Planning appoint an independent planning panel.

The panel will review the strategic issues from the amendment and the submissions.

If this is the process to be followed, the panel will provide a recommendation report to Council for consideration. This is expected to be presented to Council in early 2017.

Existing Diamond Creek Trail:

Works are currently underway to complete the link between the new bridge in Campbell Street reserve, through the old DC Pony Club land, past the Dog Park and connect to the main trail on Main Rd, Diamond Creek.

A 130m section of the Diamond Creek Trail in Watkins Street (just around from the Campbell Street Reserve Car Park) has been resurfaced with concrete.

b. Aqueduct Trail

No update on the Aqueduct Trail.

Mike asked about the fencing and why it is located where it is. Alison confirmed that in consultation with Council's Risk Advisor and regular users of the trail, fencing was placed on corners and drainage culverts where the trail is narrower and/or where the impact of falling would be greater.

c. Green Wedge Trail

The Green Army have completed their first day on the Green Wedge Trail. They are auditing the trail condition and mapping out any directional or informational signage that may be needed.

6. Local Links – ECB Trail and Cherry Tree Road Trail

The last few sections of the ECB Trail (Diosma Road and Eucalyptus Road) have been completed. Trail directional signage will be completed this financial year. Interpretive signage and upgraded playgrounds along the trail will be rolled out over a number of years.

Officers recently applied for a TAC (Transport Accident Commission) Local Government Grant for Cherry Tree Road. The grant would allow the proposed trail works to be finished in 2017/18.

Cathy asked about the property with aggressive dogs close to the fence and if signs can be considered to warn trail users. The concept plan also proposes a fence on the other side of the trail to prevent trail users going down the embankment. Officers will follow up with Regulatory Services to see if there are any other solutions.

Cathy also asked if the pine trees at the Panton Hill end could be trimmed ASAP as since the guard rails have been installed horse riders need to move onto the road in this section.

ACTION: Alison to follow up trimming of pine trees.

ACTION: Alison to email the concept plan around to the group for further comment.

7. RTAC Committee 2016-17

Six applications have been received for the three vacancies on the Committee, and applications close on 31 August

New members will need to be endorsed by the new Council. New members' first meeting will be the Christmas get together in December.

8. Code of conduct – consideration of user guide for all trails

Thank you to Kay, Cathy and David for all the work they have done so far. This will inform a final code of conduct that officers will further develop once funding is available.

David confirmed that his document was for use as background principles to inform a final document.

David asked about the rules around dogs on/off lead on trails. The local law states that dogs are to be on lead on and within 5m of a shared use trail. This can be difficult to communicate and enforce in the Diamond Creek area where there is a network of off lead areas amongst the Diamond Creek Trail. Pavement signs have been recently installed to help communicate this to users.

9. Pantan Hill Bushland Reserve User Group update

Rex reported that the group had recently had a meeting where some new members were introduced.

The Green Army has been doing some planting in the reserves,

A consultant is continuing to work on the Interpretation Plan.

Guided tours will be run as part of the On The Hill Festival.

The Committee will be holding a working bee this weekend featuring the installation of Phascogale boxes.

10. Items raised by members

- Rex representing Trail Blazers asked whether the Diamond Creek Trail needed to be concrete and if so, if it could be coloured to fit in better with the rural environment, sandstone colour was suggested.

At this stage it the trail is planned be concrete along the entire length, and that it would be coloured a charcoal colour similar to that recently constructed in Hurstbridge along Graysharps Road and the existing Diamond Creek Trail.

- Cathy raised Yarra Valley Trail (Yarra Ranges Council) and suggested that it would be a fantastic network once the Aqueduct Trail is constructed.

Officers have met with Yarra Ranges Council to discuss future plans and possible links

Rex asked if this could potentially mean that we are competing for grant funding.

Officers confirmed that regionally significant projects often can attract larger funding from state and federal governments. The Northern Regional Trail Strategy demonstrates regional trail planning, the Eastern Region (includes Yarra Ranges) are proposing to develop a trails strategy in 2017/18.

- David mentioned the Northern Regional Trails Strategy launch on Monday 29 August. The strategy has been previously emailed to the group.
- Cathy mentioned a missing sign on the Clintons Road trail near the Rob Roy Rd crossing.

ACTION: Officers to follow up.

- Cathy asked about the sealing of Ingrams Road, Research.

ACTION: Officers to follow up.

11. Any other business

Christmas get together: the group discussed briefly possible locations. Eltham Lower Park near the confluence of the Diamond Creek and the Yarra River was suggested.

ACTION: all to email Alison with suggestions.

Next meeting – Christmas get together, Thursday 15 December 6.00pm – 8.00pm, location to be confirmed.

Date: Thursday 25 August 2016
Time: 4.30pm
Venue: Macey Training Room, Edendale, Gastons Road, Eltham
Chair: Cr Michael Young
Minute taker: Corinne Mays

Order of business

1. Attendance and apologies

Present

Cr Michael Young (chair), Cr Bronnie Hattam, Jim Connor, Sue Dyet, Diane Bullen, Anne-Marie King and Kahn Franke

Officers

Corinne Mays

Apologies

Fay Loveland, Janet Mattiske, Joy Bell, Adrian Cully, and Pat Vaughan

2. Conflict of interest

No conflict of interest was declared.

3. Confirmation of minutes of previous meeting

Minutes from the meeting held on 23 June 2016 were confirmed.

Moved: Kahn Franke Seconded: Sue Dyet

4. Actions from the previous meeting

- **Action 1** – Corinne to collate feedback on the kiosk and nursery and make recommended changes back to the drafts person: Complete

Item of business	Details	Action
5. Edendale Advisory Committee	<ul style="list-style-type: none">• Michael explained that this was the last meeting of the Edendale Advisory Committee for this Council term.• Michael discussed the process for the incoming Council to review advisory committees.• Michael thanked everyone for their commitment and contribution to Edendale over a long period of time.• Michael remarked that the committee had made significant contributions in transforming Edendale into the site that it has become and without the committee this wouldn't have	

Item of business	Details	Action
	been possible.	
	<ul style="list-style-type: none"> • Michael and Bronnie also thanked the officers for their hardwork and effort over a number of years. • Jim thanked Michael and Bronnie for all their support, dedication and for securing the necessary resources to make such a transformation possible. 	
6. Program Updates	<ul style="list-style-type: none"> • Corinne presented Edendale's achievements for 2015/16 to the Committee. • Visitation has increased from 31,517 annual visitors in 2011/12 to 83,892 annual visitors in 2015/16 • The number of plants sold at the indigenous nursery has increased from 48,181 in 2009/10 to 92,337 in 2015/16. • The number of school groups participating in the Education for Sustainability programs has increased from 31 in 2008/09 to 163 in 2015/16. • Edendale's social media presence has also increased from 278 page likes in July 2015 to 1,877 page likes in June 2016. • Edendale also recently piloted an environmental art course for children which has been positively received. 	
7. Events Update	<ul style="list-style-type: none"> • Practically Green Festival is planned for Sunday 16th October. • Corinne explained the festival will run on a similar format to previous years, however there will be a focus on workshops. • A Twilight Picnic is planned for Saturday 26th November. 	
8. Capital Works Update and Tour	<ul style="list-style-type: none"> • Corinne provided a progress update on the Edendale Capital Works Program. • The Committee toured the completed animal housing and sheds. 	
9. Other business	<ul style="list-style-type: none"> • Michael raised the issue of poor growth in the maple trees on the eastern Homestead Lawn. The committee agreed that more shade trees would be required in that area, as the maple trees were slow to grow. 	Corinne to investigate additional shade trees in this area.

Meeting closed at 6.30pm